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From: DiNatale, Margaret (DPH)
Sent: Tuesday, December 13, 2005 10:49 AM
To: Kazianis, Arthur (DPH); Goldbaum, Robert (DPH); Konomi, Raimond (DPH); Chen, Karen (DPH); Salemi, Charles (DPH); Wang, Xingtai (DPH); Smole, Sandra (DPH); Krumholz, Glenn (DPH); Hennigan, Scott (DPH); Borne, Alan (DPH); Peppe, Joseph (DPH); Ridley, Stephen (DPH); Nawn, Kathleen (DPH); Belanger, Peter (DPH); Fontana, John (DPH); Acloque, Roslyn (DPH); Rubin, Alan (DPH); Gauthier, Cheryl (DPH); Rivera, Tanya (DPH); Clemmer, Jill (DPH); Nassif, Julianne (DPH); Elvin, Paul (DPH); Westerling, Judith (DPH); Han, Linda (DPH)
Cc: Caloggero, Dina (DPH); Pribeck, Kristen (DPH); Tisei, Nancy (DPH); DPH-SLI-LGetubig
Subject: hood certifications on Dec. 20 and 21

Importance: High

Hello,

On December 20 and 21, B&V Testing will be on site to perform the semi-annual certification of the BSCs and the CFHs.

The secured laboratories will be done on Tues., Dec. 20 beginning at 8 am. The Supervisors of the secured labs must send me the name of the contact person for their lab(s) by this Thursday. In addition, please let me know if there are any time slot during the day on Dec. 20 when B&V Testing absolutely can not enter your secured lab area. I will work the schedule out to avoid these time slots. Sending me this information by this Thursday, will assist in avoiding potential time conflicts when putting the schedule together.

I think QA has an accurate inventory of the BSCs and CFHs. However, if your lab installed a BSC or CFH since June, 2005, without notifying QA, please send the following information to me: room #, hood manufacturer, model, type of hood (class), serial number of hood.

Lastly, the contact people for the hoods in secured labs should meet in room 202 at 8 am on Tues., Dec. 20 to complete the paperwork for the B&V Testing technicians.

Thanks for your cooperation,
Peggy DiNatale